



## NEW JERSEY DEPARTMENT OF STATE

### NOTICE OF JOB VACANCY

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| <b>POSTING #</b> STA-2025-012   | <b>OPEN TO:</b> State Employees and General Public |
| <b>ISSUE DATE:</b> May 30, 2025   | <b>CLOSING DATE:</b> July 11, 2025                 |
| <b>TITLE:</b> Curator, Archaeology & Ethnography /<br>State Archaeologist<br>Range R30/ Title Code 74527C | <b>SALARY:</b> \$93,816.41 - \$133,882.16          |
| <b>DIVISION:</b> New Jersey State Museum  | <b>Location:</b> Trenton, NJ                       |

**DEFINITION:** Under the direction of the Executive Director of the New Jersey State Museum, Dept. of State, plans the overall program and supervises the staff of the Bureau of Archaeology & Ethnography; conducts and/or supervises the development and organization of permanent, temporary, and circulating exhibitions, programs, research projects, and publications; locates and evaluates archaeological sites for study and preservation; assesses and oversees management of the archaeology and ethnography collections; oversees the care of the archaeological and ethnographic artifacts and collections on loan to the Museum.

Ensures the Museum is in compliance with NAGPRA.

Prepares materials needed for grant, foundation, corporate, and other funding requests as needed; supervises staff and work activities; does other related duties as required.

#### REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Master's degree in Archaeology or Anthropology.

**EXPERIENCE:** Five (5) years of archaeological field and laboratory experience, one (1) year of which shall have been in the pre-historic archaeology of the northeastern portion of the United States; three (3) years of which shall have involved performing curatorial duties related to collecting, researching, and exhibiting in a museum or college/university.

**PREFERRED:** Knowledge of and experience with the federal Native American Graves Protection and Repatriation Act (Pub.L. 101-601; 25 U.S.C. 3001-3013; 104 Stat. 3048-3058).

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey.

#### IMPORTANT NOTICE

**RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**SAME APPLICANTS:** If you are applying under the NJ “SAME” program, your supporting documents (Schedule A or B Letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml>, email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov), or call CSC at (833) 691-0404.

**AUTHORIZATION TO WORK:** Selected candidate must be authorized to work in the U.S. According to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations. The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa.

#### **FILING INSTRUCTIONS**

**APPLICANT INFORMATION:** Forward a cover letter, résumé, unofficial transcripts, two writing samples – one scholarly and one for the general public, and employment application electronically to:

[Employment.Recruiter@sos.nj.gov](mailto:Employment.Recruiter@sos.nj.gov) by 5:00pm on the closing date. You must include the Job Posting #, and Last Name in the subject line of your email. Employment Application can be found here <https://www.nj.gov/csc/about/publications/forms/pdf/DPF-663.pdf>. Failure to provide all application materials requested may result in your ineligibility.

**RESUME NOTE:** Eligibility determinations will be based upon information presented in résumé only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating its U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

The New Jersey Department of State is an Equal Opportunity Employer